

Outline of OCR History
1953-1966

A. Central Reference Concept and Organization

1. Background, prior to 1953

- under one management and to enable users to*
- a. Definition: Central reference is the facility, developed by one office (OCR) ~~for the use of analysts who can~~ ^{at least} approach the contents of selected documents, books, films, photographs and other special materials by area, chronology, personality, source and subject. ^{in view to the earlier attempt was the}
- b. The Office of Collection and Dissemination (OCD), previous name of OCR) concentrates on developing unique "Central Reference Facilities for Intelligence Research."
- c. Though analysts of the intelligence agencies give tacit, pro forma recognition to OCR in offering services of common concern, "de jure" recognition, except in field of biographic intelligence, never given OCR as the IAC central reference facility. ^{as OCR}
- d. First five years, 1947-1952, spent, therefore, in perfecting a new system of using ^{improving} machines to assist in retrieving information from unusual collections, ~~perfecting~~ ^{improving} the design, training staff to operate and use it, and selling the system to users. Constant effort expended to modernize and ~~improve~~ the system. First priority to serve CIA, then IAC member agencies.
2. Organization of OCR in 1953.
- a. Temporary effect of move to Riverside Stadium in 1952; ^{personnel} increase in the on-duty ceiling approved by DCI from 630 to 866.
- b. OCD organized, ¹⁹⁵³ as follows:

Office of Assistant Director James M. Andrews Assistant Director

Deputy Asst. Director

Executive

Chief

2. CIA Library

5 Liaison Division

1. Biographic Register

Actually the genesis of the central reference system was the Central Information Division of the Research and Analysis Branch, of the Coordinator of Information and OSS. It was begun in the fall of 1941 by [redacted] who established the first systematically indexed and filed collection of intelligence documents.

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4. Industrial Register

3. Graphics Register

2. Special Register

1. Machine Division

Administrative Staff

Operations Staff

Chief

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By September, 1956, all IAC agencies except State use it.

3. Events Significant to O C D, 1953-1957.

a. Utilization of CIA Intelligence Subject Code by other agencies to assist in their document retrieval systems: Air Force, 1953; SHAPE, 1955; In

1956 began to furnish NSA with a film copy and cards for all material received and microfilmed by OCR, with certain exceptions.

b. Microfilming program (including best method for microfilming; developing; viewing and printing) reviewed by member of Deputy Director for Administration staff and approved for O C D (1953). By September, 1954, full-scale microfilming, by NSC 169

c. O C D directed to establish central file on foreign radio frequency usage and station particulars (1953). In 1954 Radio Stations Branch established in Special Register.

d. Collection and other budgetary problems with the State Department (publications procurement, biographic information, etc.). Bureau of the Budget does not approve CIA financing and staffing positions set by State.

~~e. Branch Library established for Medical Office, March, 1953.~~

e. NSC 169 approved, "The DCI shall ensure the coordination of the procurement of foreign language publications for intelligence purposes." Some State Department personnel from its Foreign Publications Branch transferred and helped constitute Foreign Branch of CIA Library.

f. Ad Hoc Subcommittee on Information Processing (AHIP) of the IAC, established at suggestion of G-2 in 1955, DAD/CR Chairman.

g. O C D renamed Office of Central Reference on 12 August 1955.

h. Inspector General's Survey of OCR, with 38 recommendations for

- i. Vital Materials Committee established with Executive, CR, as Chairman.
- j. Document Division formed by combining dissemination function from Liaison Division with the intellograph indexing function from the CIA Library.

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- k. [redacted] appointed as Division Chief.
- 4. Continuing study by OCR of improvements in the use of machines for handling information: Miscal, mechanical, translation, etc.

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- a. Origin and summary of findings of the Report submitted by Messrs. [redacted] in May, 1957.

- b. OCR response by AD/CR
- c. DDF reduces OCR personnel ceiling from 853 to 819.

- d. Changes in administration: James M. Andrews, Assistant Director since May, 1948, resigned in August, 1957; replaced by Paul A. Borel in

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September 1957. [redacted], DAD/CR since April 1951, transferred

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to another office and replaced by [redacted] in September 1957.

- h. AD/CR prepared a "Status Report on OCR," according to which
- i. OCR organized in March 1958 as follows:

Office of Assistant Director

Paul A. Borel

Assistant Director

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Deputy Asst. Director

Special Assistant

Chief

CIA Library

Document Division

Liaison Division

Biographic Register

Industrial Register

Graphics Register

Special Register

Statistical Division

Machine Division

Administrative Staff

next page

in October 1957

- e. The new AD/CR appointed sixteen Task Teams to study and evaluate

by OCR management as a basis for making decisions on the various issues.

Membership of Task Teams made up of both OCR and other CIA office personnel.

In May 1958 the Task Team studies completed, discussed with original consultants, reviewed total library program. As a result, in June 1958, Library reorganized

- f. Operations Staff dissolved; functions decentralized to Divisions in November, 1957. (CRAG)
- g. In January 1958 AD/CR organized a Central Reference Advisory Group to advise OCR on mutual problems with operating offices. Members were AD/BI, AD/IR, AD/IS, Chief, FI and others as invited. AD/CR also chairs AHIP since DAD/CR.

5. Projects of OCR Continuing or Begun During Transition 1957-1958.

a. Support of specialized indexing operations: Intelligence Publications Index (IPI), Monthly Index of Russian Accessions (MIRA), East European Accessions Index.

b. Exploitation of U.S. Government Sources. Publication by Liaison Division of CR series.

c. Captured documents (German and Japanese). Problems of release and exploitation.

d. Transfer of Office of Training Library to OCR/CIA Library jurisdiction. hand. 25X1A6a

e. Graphics Register established a vouchered domestic field position in City to assist in procurement

f. DCID 1/4 approved standing Committee on Documentation, CODIAC (replaces AHIP), AD/CR Chairman. DCID 2/5 approved Committee for the Procurement of Foreign Publications, PROCIAC, DAD/CR Chairman.

g. Liaison Division reorganized, Name changed to Liaison and Collection Division.

h. Statistical Division formed from the Statistical Branch of the Special Register in November, 1957. Transferred in July 1958 with 62 positions to PIC.

i. Automation Development Group (ADG) established by OCR in July 1958 to follow automation developments and to plan applications of new equipment in OCR.

• Minicard equipment arrives and testing is begun. in November 1958

- of computer training at the Western Data Processing Laboratory, 1958.
- b. Mounting Pressures To Speed Up OCR Retrieval Capabilities, 1959-1962.
OCR recognizes the staggering growth of ^{both} its files ^{and the cost to manipulate them}, the need for examination of all promising programs of "information processing" and the oncoming challenge of computers. OCR manpower 763 in 1959.
- a. Evaluation of Minicard system completed after large scale test involving up to 30 personnel. Decision made in late 1959 not to adopt it for OCR. Equipment given to Photographic Interpretation Center. Improvements in Intelifax system as a result; coding uniformity and greater selectivity are but two areas.
- b. IAC changed to United States Intelligence Board; CODIAC becomes CODIB, PROCIAC becomes PROCIB, with AD/CR and DAD/CR Chairmen respectively.
- c. OCR begins publication ^{in 1959} of a series of Reference Aids to assist users of OCR in understanding the facilities provided. Also issued a general handbook "Searching for Information?" Sponsored ^{thru L&D} World List of Future International Meetings at Library of Congress.
- d. Established Office of Communications branch library in March 1959; Language and Area School (OTR) branch in July 1960. Add 3 positions to OCR.
- e. Radio Stations Branch of Special Register dissolved June 1960, with 30 positions - mid- (First OCR component to use computers). OCR manpower in 1960 is ~~500~~ 725, later 716.
- f. First major revision of the Intelligence Subject Code issued, November 1960.
- g. Report by DDI Review Panel for Industrial Register, ^{25X1A9a} [REDACTED] chairman, recommends to AD/CR first steps towards "all-source" registry, automation equipment, etc. to improve speed and selectivity in response.
- h. Preparation for move to new headquarters building by OCR, included severe review of its document holdings, - 2800 cubic feet destroyed, 980 cubic feet transferred and 4400 cubic feet identified for destruction prior to move.
- i. AD/CR and others ~~attended~~ provided information to Senate Committee on Government Operations for its survey of information processing programs. He also represented CIA ^{at} hearings on research in mechanical translation before the House Committee on Science and Astronautics.

thru 1962

- k. On the basis of some of the recommendations of the President's Joint Study Group in January 1961, OCR was instructed to design a system for a Central Requirements Registry. OCR chaired a joint working group and hoped that an approved system will be in effect in 1962.
- l. Function of disseminating ^{non-CIA} cables transferred with 10 positions from Document Division to Cable Secretariat in January 1961. In July 1961, the Collection Branch (11 positions) was transferred from Liaison and Collection Division (renamed Liaison Staff) to OO/Contact Division. At the same time, 67 positions ^{authorized} ~~assigned~~ for Biographic Register ^{to} ~~for~~ handle the political biographic intelligence activity vice Department of State; will take time to process 67 new personnel.
 - m. On computer needs the Chief, DDI Automation Staff ^{25X1A9a}  presented an initial survey of DDI computer needs, ^{21 April 1961} recommending among other, the establishment of a DDI computing center in the new building and to staff this center to support total DDI requirements for EDP services. AD/CR states general agreement with this survey in memo to DDI 31 May 1961, but recommends that after DDI commitment to a major EDP effort, the CIA ADP staff do the systems development and experimentation, that any resulting computer center be under AD/CR and that the DDI Automation Staff be abolished. The other Assistant Directors in the DDI area summarize their ^{on the DDI Automation Staff Survey} views in a paper dated 15 June 1961, ranging from strong support to a modest "feel our way along" attitude.
 - n. Staff for the USIB-sponsored Community Information Processing Study (SCIPS) established to review information processing systems in the intelligence community.
 - o. ADG in OCR abolished.
 - p. Beginnings of Special Register "all source" service.
 - q. Lessons learned from Cuban crisis.
 - r. Release of unclassified publications to academic community.

8. Computer Experimentation, 1964-1966.

- a. Foreign Installations Branch (FIB) established in SR with 31 positions.
- b. Project 375 discussions.
- c. Improvements in machinery for speeding up document processing ~~plan~~ to be compatible with CHIVE.
- d. CHIVE Phase ^{begin} III: Tasks and personnel assignments (OCR Notice 65-3 Personnel 13 October 1965)
- e. Recommendation to place letter of intent with IBM for one 360/30 computer for OCR.
- f. Coordination of biographic services prior to CHIVE.
- g. Further budget restrictions and their effect.
- h. Staff work on suggested reorganization of OCR: Group A (Processing), Group B (Service) and Group C (Publications).
- i. OCR Development Staff created with 64 slots. This element and others from OCS ^(21 slots) _(CTF) were established as the Chive Task Force, to develop and implement new OCR reference support program using all sources.
- ~~Task~~ ^{Began issuing} j. Computer supported listing and shallow index of collateral receipts on China called SKAN (Subject Keyword Announcement).
- k. FDD/OCR Automatic Language Processing (ALP) experiment terminated.
- l. ^{25X1A9a} [REDACTED] report to Asst. DDE "Choosing the OCR File System."

9. Concurrent services by OCR, 1964-1966.

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a. [REDACTED]

b. Procurement of Chinese Communist publications.

c. ~~External~~ Relationships, ^{we} [REDACTED] 25X1A5a1

d. CRAG activities

FOIAb3b1

e. [REDACTED] problems

f. Emergency planning.

g. Release of national intelligence to foreign governments

h. Acquisitions Branch of CIA Library transferred to FDD
i. merger of Geographic Attack and Publications Procurement programs.

j. FDD Publications survey
Reports prepared to the Guidance and Evaluation Panel ("Knox Panel") for the President

k. Use of LDX (facsimile transmission system) in SR, later in DR.

l. Changes in OCR top management (65-66)

m. COLEX operation in OCR.

n. Branch library for ORD

~~Transfer of FDD to FBIS~~

p. Organization of Document Systems Group in OCR

q. Key personnel and responsibilities, 1966.

. Adoption of DARE

Footnotes 1-100 (assemble at end)

* - ***for explanatory footnote

Consultants' report also in Chapter C

Regroup items of like subjects

CENIS

dissemination in A

COINS

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analysts' file

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explanatory notes * on same page